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20 March 1970

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Activities Report No. 12
16 - 20 March 1970

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1. The special "in-house" contract course, Intelligence Engineering Systems, to be conducted by [REDACTED] Inc., has proceeded from planning to implementation. Deadline for enrollment is 20 March; [REDACTED] ORD, the coordinator for the course, told us that he has 35 applicants for 30 spaces. In addition to S & T representation, students are coming from OC, TSD, and NPIC. Sessions will be held at Headquarters on the first Friday of each month beginning 3 April 1970 through March 1971.

2. Our annual Training Officers Orientation was held on 18 March, 0900 - 1645 hours, at 1000 Glebe. From an original registration total of 30 Training Officers, 24 showed up. The attendees were from:

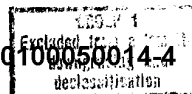
DDI: Five (OBGI, CRS, DCS, NPIC, O/DDI)
SS: Seven (O/DDS, OL, OC, SSS, OP, OTR, OF)
CS: Ten (NE, TSD, EUR, CA, WH, CCS, AF, RID, FI, [REDACTED])
DDS&T: Two (O/DDS&T, ORD)

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In addition, there were about 15 OTR "auditors." There were presentations by each of OTR's Schools, the Career Training Program, the Instructional Support Staff, and the Director of Training. Several Training Officers have given favorable comments on the day.

3. Housing and overseas slotting problems are delaying registration of [REDACTED] OSR, at the U.S. Army Institute of Advanced Russian and East European Studies, July 1970 - June 1971.

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4. To [REDACTED] invitation, we reversed his and SB's decision to send three SB employees to the National Training Laboratory's Cross-Culture Weekend Workshop (Sensitivity Training) as attendees of a professional meeting. Their procedure would have eliminated the need for OTR approval, but we foresaw finance and cover difficulties and from experience a substantive difficulty for the students to participate fully while trying to live a nominal cover. Central Cover Staff is now in the act and will decide how the students will go.

5. [REDACTED] Deputy Director, CRS, has been enrolled in a special IBM Managers Computer Concepts Course, beginning Monday (four days) and given locally; no cost. The course is aimed at IBM customers in middle and top management positions who have no experience in data processing.

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6. The three reels of film recently shot at a safe-house location was screened for 32 SB Division personnel at Headquarters on 16 March. It appeared to be well received. Good comments were made regarding picture and sound quality. [REDACTED] wants to use it in his SB Operations course beginning 6 April. We will do our best to make a print available to him although this is very short notice to accomplish the necessary editorial and laboratory services involved. The second filmed interview has been definitely scheduled for 31 March at the same location.

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7. Filming at [REDACTED] will be done the first week in April. [REDACTED] will go there on 6 April and prepare for actual filming on 7 (and possibly 8) April.

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8. We have been requested to furnish Civil Service Commission with a film (1 1/2 minutes running time, silent, color) of Larry Houston in his office environment. The footage will be used at the time he is presented with an award as one of the ten outstanding Federal employees of the past year. Chief, FPB has discussed this with Mr. Coffey and will proceed further with Mr. Houston next week.

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notes

9. At the 16 March meeting of the NSPI, [REDACTED] training coordinator described the "Supervisory Skills Series" of programmed instruction from [REDACTED] which they use. Chief, Support School had previously asked us to get more information for him on the [REDACTED] series and we have arranged to get copies and evaluations of each of the program in the series for review.

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Weekly Activities Report No. 12

FROM:

Chief, ISS

EXTENSION

NO.

DATE

20 March 1970

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

EA/TR

2.

3.

4.

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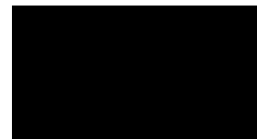
14.

15.

1. The DTR, at the Training Officers Orientation, said he wanted to send word to "Bob" about having the Orientation. A squib in your weekly based on No. 2 should suffice.

2. Regarding No. 4, you may hear about this from [REDACTED] or the DTR from [REDACTED] who directed them to go. Ace was PO'ed but we have right, justice, truth and beauty on our side. Doris or Anne can supply the gory details.

3. Maybe No. 1 would be of interest to the 7th floor now that all Directorates have representation in this course.



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